

ATTACHMENT 1:

SFY09/10 Timeline For Ryan White and State General and HOPWA Funds

Gray sections indicate AIDS Administration (AA) deadlines

2009 Date	Activity
By 6/1/09	Part D, Part D Youth Initiative and State Funds official award letters sent to health departments/agencies for FY 2010
By 6/1/09	Official award letters sent to health departments/agencies for FY 2010
June 2, 2009	Statewide Management meeting: HIV Services Coordinators/Program Managers
6/05/09	Part D and Part D Youth Initiative meeting
6/15/09	Programmatic and Fiscal budget package for Baltimore City Contracts (Parts B, D, MAI, state) and Office of Research and Development MOU due to AIDS Administration (AA) for SFY 2010
6/15/09	Local Health Department programmatic budget packets due to the AA for SFY 2010
7/01/09	Electronic submission of Ryan White Services Report (RSR) starts for 01/01/09 – 06/30/09
7/01/09	Ryan White Services Report (RSR) Client Report upload period opens
7/16/09	Part B, D and Part D Youth local health department budgets for AIDSUGA must be received by July 16, 2009. All Contract Review Certifications (LHD only), including attachment 4, Part B Budgets & Budget justifications <u>MUST</u> be received (<u>No exceptions</u>).
7/24/09	Quarterly Part B, MAI, Part D, Part D Youth and HOPWA reports due to AA: budget expenditure, program narrative and performance measures (for period 4/1/09 – 6/30/09)
8/14/09	State budgets must be received by August 15, 2009. Completed budget package due to AIDS Administration (AA); All Contract Review Certifications and State Budgets & Budget justifications <u>MUST</u> be received (<u>No exceptions</u>).
8/31/09	440s (Budget reconciliations) for SFY 2009 due to DHMH (Standard MOU contracts, submit a year end final fiscal summary)
9/01/09	Provider's Ryan White Services Report (RSR) due for initial report to A.A.
09/01/09	Provider's Ryan White Services Report Client Report upload deadline (initial) to HRSA
9/04/09	Part D Network and Part D Youth Initiative meeting
September '09	Regional Advisory Committee meetings: Open Forum
October '09	Regional Advisory Committee meeting: Priority Setting
November '09	Part B Semi-Annual Progress report due by AIDS Administration to HRSA
11/09/09	Quarterly Part B, MAI Part D, Part D Youth Initiative and HOPWA reports due to AA: budget expenditures, program narrative and performance measures (for period 7/1/2009– 9/30/2009)
12/4/09	Part D Network and Part D Youth Initiative meetings
2010 Date	Activity
January 2010	Electronic submission of Ryan White Services Report (RSR) starts for 07/01/09- 12/31/09
2/1/10	Preliminary Part D, Part D Youth budgets due to AA
Jan/Feb '10	Part B FFY010 application due to HRSA by AA
2/1/10	Quarterly Part B, MAI, Part D Part D Youth and HOPWA reports due: budget expenditure, program narrative and performance measures (for period 10/1/09 – 12/31/09)
Feb/March '10	Part D FFY10 application due to HRSA by AA
Feb/March '10	Part D Youth Initiative FFY10 application due to HRSA by AA
3/05/10	Part D Network and Part D Youth Initiative meetings
March '10	Intent to award letters sent to jurisdictions by DHMH
March/April '10	Statewide Management meeting: HIV services Coordinators/Program Managers
March/April '10	Regional Advisory Committee meetings: allocation of Part B funding for coming year
By April 15, 2010	Closeout - latest possible date for submission of budget modification
4/30/10	Quarterly Part B, MAI, Part D, Part D Youth and HOPWA reports due: budget expenditure, program narrative and performance measures (for period 1/1/2010 - 3/31/2010). Health departments: include in this quarterly report an update on any budget changes per service category from the initial budget.
6/4/10	Part D Network and Part D Youth Initiative meetings
July '10	Final Progress report due to HRSA by AA
7/23/10	Quarterly Part B, MAI, Part D, Part D Youth and HOPWA reports due: budget expenditure, program narrative and performance measures (for period 4/1/2010- 6/30/2010). Health departments: include in this quarterly report an update on any budget changes per service category from the initial budget.
8/2/10	Preliminary FSR for Federal FFY09 due to HRSA by AA